

NEVADA STATE BOARD OF MASSAGE THERAPY
January 9, 2006
BOARD MEETING MINUTES

PRESENT AT THE MEETING WERE:

Keith Marcher, Billie Shea, Eddie Raines, Paula Spradling, Reagan Alexander, Deborah Wenig, Linda White, Karen Sartell, Michelle Viesselman

Also present were Deborah Riley, David Perlman, Maria Radeva, Bonnie Willey, Steven McDonald, Ileana Drobkin, Debbie Outland, Joanne Leming, L.A. Blandford, Dana Petrarca, Jack Farnham, Shannon Ezell

Eddie Raines called the meeting to order
Asked for introductions

Discussion on minutes from prior meeting
Motion to approve minutes - Michelle Viesselman
Second - Karen Sartell

Agenda item 8

Discussion on financial status on the agenda

Eddie Raines reviewed options to raise money to establish the board

1. FNB would consider a loan if the board members would personally guarantee the loan
2. estimated budget for first year of operation 300,000
3. ER had a meeting with Ileana Drobkin and Steven McDonald to discuss financing the board

Agenda item 9

Eddie Raines introduced Mr. Steven McDonald of Business Made Easy Consulting

Mr. McDonald has a background as an employee of the City of LV, a Director for the City, and Auditor and Analyst. His proposal (see attachment #1) was to help establish the administrative function of the board for an unspecified period of time. He proposed to assist in 2 phases; 1. to set up and collect licensing fees and applications, 2. to assist with office location and hiring and training staff.

Mr. McDonald stated that Business Made Easy would defer payment until funds were available to pay. His terms were a \$10,000. retainer and \$5,000 per month.

Business Made Easy will be able to begin immediately on licensing

Question? Karen Sartell asked if we needed to get other proposals

Answer..Keith Marcher said he did not think we needed other proposals

Question? Deborah Wenig asked if the board wanted to do a lot of the start up
Answer...Eddie Raines said this would be a good idea

Agenda item 10

Question? Deborah Wenig thought this was a costly process to hire Business Made Easy
Answer...Billie Shea suggested we compare the cost of using Business Made Easy to our proposed budget before deciding

Reagan Alexander asked if BME would be able to verify applications

Other discussion points were

- Is this getting someone else to do the job of the board
- What is the job of staff
- Overall cost is an issue

MOTION...Billie Shea made the motion to assign a team to study the feasibility of using a contract agency to help with start up and to administer

SECOND...Paula Spradling

Agenda item 2

Mission statement (see attachment #2)

Agenda item #2 will be tabled for further discussion

Agenda item # 3

Costs of establishing a bank account

This item was to be held over for further discussion on next meeting

Agenda item #5

Website

Eddie Raines asked that all board members forward at least 5 questions to him for the website.

Question...Michelle Viesselman asked if a contact mailbox had been established

Answer...the State has established a mailbox and Eddie Raines will access this mailbox

In the meantime...contact Eddie Raines at eddiecraines@earthlink.net with any questions re State Licensure

Agenda item #6 See attachment #3

Application process discussion

Deborah Wenig provided copies of applications that she has been working on, the board discussed the application and suggested the application be finalized at next meeting.

Lengthy discussion followed on background checks for LMT's who are grandfathering.

Keith Marcher said he would review background check and advise.
Karen Sartell asked that the application be labeled "For Grandfathering"

Agenda item 7

Paula Spradling found an office that includes reception, telephone, power, cable, etc. at about 500 to 1100 a month.

This location is available for a 6 month lease

Eddie Raines discussed renting office, with the idea that we need to decide whether to hire BME or rent location

Agenda item #11

Table until decision on BME

Agenda item #12

Proposed fees

Billie Shea suggested this be put off until more information is available.

Eddie Raines suggested that we could charge up to 300 a year to support the board administration

Keith Marcher said that we would need reserve capital to support legal costs

Michelle Viesselman suggested charging more for new licensees and less for grandfathering

Agenda item #13

Fundraising opportunities

Paula Spradling suggested open house to meet the board and a raffle to raise money

Keith Marcher will check legality of raffles and fundraising

Keith Marcher reminded the board of our accountability for monies raised

Paula Spradling said she would donate to the board

Billie Shea invited the State Massage Board to be on hand at the AMTA State Convention to help people with licensing and information and to meet the Massage Board

Q&A

Bonnie Willey said she wanted to donate money toward State Massage Board

Future Agenda items

- Consultant (Business Made Easy)

- Mission

- Bank

- Applications

- Grandfathering rights

- Fee Schedules

- Fund Raising

Deborah Wenig wants to start working on Requirements

Continuing Education Requirements

Frequently asked questions

Keith Marcher suggested we limit the agenda for time

Q&A

Bonnie Willey consider people who have less hours to grandfather

Dana Petrarca instructor

Joanne Leming NCI will donate 10 gift certificates to the Board

Kim Malfa question on database of LMT's

Comments

Roberta Mitler Reno

Jacqueline Cobb reminded the board that business licenses are still required and money charged should be watched.